



# Kentucky Rural Water Association

Helping water and wastewater utilities help themselves

August 22, 2014

RECEIVED

AUG 25 2014

PUBLIC SERVICE  
COMMISSION

Mr. Jeff Derouen, Executive Director  
Public Service Commission  
P. O. Box 615  
Frankfort, KY 40602-0615

Dear Mr. Derouen:

Kentucky Rural Water Association has partnered with Eastern Kentucky PRIDE to offer a training session at no charge to attendees (funding to PRIDE provided by a Grant from USDA Rural Development). This class will be held September 10-11, 2014 at The Harlan Center in Harlan, Kentucky.

Please find enclosed a training summary/timed agenda for this class which includes a description of the topics and speaker information. These classes have also been submitted to the Kentucky Board of Certification of Water Treatment & Distribution System Operators. A copy of the application is included. Copies of any handouts provided to attendees will be forwarded to the Public Service Commission.

These sessions will offer six (6) hours per day with a maximum of twelve hours of continuing education credit for both days. With this letter and enclosures, Kentucky Rural Water Association respectfully requests that this training be approved for continuing education credit for commissioners as referenced in regulation 807 KAR 5:070. If additional information is needed, please do not hesitate to contact our office.

Sincerely,

Janet Cole  
Education Coordinator  
j.cole@krwa.org

Enclosures  
(Original and 10 packets)

**Training Sponsor:** Kentucky Rural Water Association  
**Session Title:** Harlan Water and Wastewater Training  
**Date:** September 10-11, 2014  
**Location:** The Harlan Center, Harlan, Kentucky

**Learning Objective:**

The objective of this session is to provide useful information to attendees to help them better perform their roles as drinking water and wastewater professionals and enhance the operations at their facilities.

**Criteria for Training Credits:**

Attendees will be granted credit for actual time attending the training session. The maximum number of training credit hours each day will be six (6) hours. The maximum number of training credit hours for this two day course will be twelve (12) hours..

**TRAINING SUMMARY/TIMED AGENDA**

**DAY ONE: September 10, 2014**

**8:00 a.m. – 11:00 a.m. 3 hours**

**Session 1: Emergency Response and Management for Utilities**

**Presenter: Joe Burns, Kentucky Rural Water Association**

This session will deal with what utilities need to do for proper emergency response and management. Topics covered will include the development of an emergency response plan, keeping the plan up to date, working with local agencies and other utilities, training employees, and other topics.

**11:00 a.m. – 12:00 p.m.: LUNCH BREAK**

**12:00 p.m. – 1:30 p.m. 1.5 hours**

**Session 2: Sampling Techniques, Methods, and Chain of Custody Records**

**Presenter: Randall Kelley, Kentucky Rural Water Association**

Too often water and wastewater utilities receive violations due to human error, not the quality of their drinking water or effluent. This session will discuss how to limit the affect or errors on compliance in the sample collecting and handling process. This session will concentrate on general sampling and handling issues applicable to both water and wastewater sampling, with specific issues mentioned where necessary. Topics will include proper sample collecting and handling techniques, how to avoid sample contamination, best times and sites for sampling, and proper paperwork.

**1:30 p.m. – 3:00 p.m. 1.5 hours**

**Session 3: The Clean Water Act and Safe Drinking Water Acts**

**Presenter: Randall Kelley, Kentucky Rural Water Association**

The Clean Water Act and the Safe Drinking Water Act are the regulatory foundation of the water and wastewater industry. This session provides an overview of the two acts, their histories, what the acts cover, and how the two acts interact with each other. How these two acts affect both water and wastewater utilities will be addressed.

**DAY TWO: September 11, 2014**

**8:00 a.m. – 11:00 a.m. 3 hours**

**Session 4: Source Water Protection**

**Presenter: Jack Stickney, Kentucky Rural Water Association**

Source water protection is one of the important concerns of drinking water and wastewater operators and utilities. The Groundwater Protection Plan Regulation, 401 KAR 5:037, requires anyone who conducts an activity having the potential to pollute groundwater to develop a Groundwater Protection Plan (GPP). A Groundwater Protection Plan identifies the activities being conducted at a site that have the potential to pollute groundwater and states the practices that will be used to prevent groundwater pollution. Section 2 of the regulation identifies the activities that require a GPP. Since both wastewater treatment and drinking water treatment plants often are permitted dischargers under the KPDES, many conduct some or all the activities that are required to have a GPP. Topics covered will include:

1. Basic Kentucky geology, and how this impacts groundwater and source water protection
2. Regulatory requirements for wastewater and drinking water utilities under 401 KAR 5:037
3. Threats to ground water and source water
4. Recent events affecting Kentucky ground water

**Kentucky Rural Water Association**

11:00 a.m. – 12:00 p.m.: LUNCH BREAK

12:00 p.m. – 1:30 p.m.

1.5 hours

**Session 5: Operator Responsibilities**

**Presenter: Steve Capps, Kentucky Rural Water Association**

The position of operator requires highly ethical behavior as operators often do not have someone looking over their shoulder watching their every move. This session will cover responsibilities and ethics with respect to properly conducting the duties of an operator and the possible consequences of failing to operate in an ethical manner.

1:30 p.m. – 3:00 p.m.

1.5 hours

**Session 6: Trenching and Shoring**

**Presenter: Steve Capps, Kentucky Rural Water Association**

This session will cover excavation safety and trenching and shoring. Topics will include soil classification and instrumentation, shoring techniques, trench boxes, a discussion of competent persons, hazards, and does and don'ts around excavations.

Speaker Bios:

**Joe Burns has been with Kentucky Rural Water Association since April 1994. His experiences at KRWA have included implementing the NRWA source water protection program and oversight of the NRWA wellhead program and the Division of Water wellhead protection assistance grant. Joe currently oversees the Utility Optimization Program and works with utilities in the program to provide technical, managerial, and financial support. Prior to joining the KRWA staff, Mr. Burns was a Senior Groundwater Hydrologist for the Kentucky Division of Water beginning in July, 1991, where he was responsible for formulating Kentucky's Wellhead Protection Strategy. He also has experience in drilling and environmental monitoring. Joe holds Bachelor of Science and Master of Science degrees in Geology from Eastern Kentucky University.**

**Randall Kelley has been with Kentucky Rural Water Association (KRWA) since January, 2006. Since joining KRWA, Randall has held the positions of Wastewater Circuit Rider, ARRA Circuit Rider and Training Specialist. Prior to joining KRWA, Randall worked for the University of Louisville at the Center for Watershed Research as a Research Biologist. He participated in numerous projects on small headwater streams, stream restorations, Trihalomethane formation in natural waters, and numerous other projects. Randall's experience also includes working for a contractor to the USEPA in Cincinnati, Ohio as an aquatic macroinvertebrate taxonomist. Randall received a B.S. in both Biology and Environmental Science from Western Kentucky University and an M.S. in Biology from the University of Louisville.**

**Jack Stickney came to Kentucky Rural Water Association in February of 2001. As a Source Water Protection Specialist for KRWA, he writes Source Water and Wellhead Protection Plans for small water utilities throughout Kentucky. He also assists utilities with problems and technical issues that pertain to groundwater resources. Jack earned his Bachelor of Science Degree in Geology in 1979 from Radford University, Radford Virginia, and his Masters Degree in Geology in 1985 from Eastern Kentucky University, Richmond, Kentucky. Jack has over thirty years of work experience in the geologic field including oil drilling, uranium mining, coal, groundwater, and environmental from all over the United States, but primarily in Kentucky. He is a registered Professional Geologist in Kentucky and Alaska.**

**Steve Capps came to Kentucky Rural Water Association in 1994 from the City of Burkesville, Kentucky where he had served as Director of Public Works for twelve (12) years. He also had experience as the Water Treatment Plant Operator and also the Wastewater Treatment Plant Operator for six (6) years. He is currently certified in water treatment, wastewater treatment and holds a certificate as a water distribution system operator. Mr. Capps served as the Wastewater Technician for the Kentucky Rural Water Association from June 1994 to June 1999. His primary duties as Wastewater Technician were to provide technical assistance and hands-on training to rural wastewater utility personnel throughout Kentucky. Mr. Capps' position with the Kentucky Rural Water Association from June 1999 to the present is that of Wastewater Trainer/Technician and Compliance. In that capacity he provides on-site technical assistance and training to small rural municipal wastewater treatment systems and rural systems in unincorporated areas.**

**Kentucky Rural Water Association**

3251 Spring Hollow Avenue ♦ Bowling Green, KY 42104 ♦ Ph: 270.843.2291 ♦ Fx: 270.796.8623 ♦ [www.krwa.org](http://www.krwa.org)

<b>Mail to:</b>	Commonwealth of Kentucky Department for Environmental Protection	<i>For Official Use Only Do not write in this space</i>
Division of Compliance Assistance Certification and Licensing Branch Operator Certification Program 300 Fair Oaks Lane Frankfort, KY 40601	<b>Application for Approval of Courses for Continuing Education Credit</b>  <i>Drinking Water Treatment, Drinking Water Distribution, Bottled Water, Wastewater Treatment and Collection System</i>  Telephone: 1-800-926-8111 www.dca.ky.gov/certification	<b>COPY</b>

I. **Course Sponsor Information:** **Agency Interest Number:** 108571

A. Sponsoring Organization (school, business, association, etc.):

Kentucky Rural Water Association

Key Contact Person:

Name and Title: Janet Cole, Education Coordinator

Address: PO Box 1424

City, State and Zip: Bowling Green, KY 42102-1424

Phone and Fax: Ph: 270.843.2291 Fx: 270.796.8623

E-mail: j.cole@krwa.org

Web Page: www.krwa.org

One-Time Approval Requested  Two-Year Approval Requested

B. If individual requesting approval is different than the key contact person for the sponsor, please complete the following information:

Name and Title: \_\_\_\_\_

Address: \_\_\_\_\_

City, State and Zip: \_\_\_\_\_

Phone and Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

II. **General Course Information:**

A. Title: Harlan Water and Wastewater Training

B. Location and Date/s: Harlan Center, Harlan, Kentucky September 10-11, 2014

C. Cost per Student or Group: \$ -0-

D. Delivery Format or Media (check those that apply):

- |   |                                     |                                      |   |
|---|-------------------------------------|--------------------------------------|---|
| <input checked="" type="checkbox"/> Classroom | <input type="checkbox"/> Web/Online | <input type="checkbox"/> Laboratory  | <input type="checkbox"/> Exhibition     |
| <input type="checkbox"/> Field                | <input type="checkbox"/> CD-ROM     | <input type="checkbox"/> Video/Audio | <input type="checkbox"/> Correspondence |
| <input type="checkbox"/> Other (Explain)      | _____                               |                                      |   |



E. Continuing Education Credits (**hours**) Requested for Target Audience:

Drinking Water Treatment, Distribution and/or Bottled Water: 12 hrs.

Wastewater Treatment and/or Collection: 12 hrs.

**(Attach a detailed description explaining how this training relates to the wastewater treatment process.)**

**III. Required Items** (must be attached to submittal, check off as completed):

- A.  Course Learning Objectives
- B.  Criteria for Successful Completion by Operators
- C.  Agenda (timed with instructors identified and brief description of topics)
- D.  Credentials for All Instructors

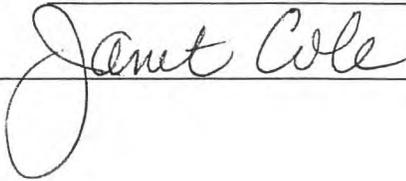
**IV. Additional Attachments** (required for distance learning courses, optional for other training):

- A.  Instructional Design (developed by whom/their credentials)
- B.  Curriculum Content (subject matter experts/their credentials)
- C.  Required Assignments and/or Examinations (type, passing score, etc.)
- D.  Mandatory Time Constraints (deadlines, granting of extensions, etc.)

**V. Signature of Sponsor's Contact Person**

I confirm that all information provided with this application is accurate to the best of my knowledge. A complete list of attendees and credits to be awarded to them will be forwarded on a "Continuing Education Activity Report" to the Kentucky Division of Compliance Assistance (within 30 days of completing the course when possible).

Printed Name and Title: **Janet Cole, Education Coordinator**

Signature and Date: 

August 11, 2014